

UTAH PROGRAM IMPROVEMENT PLANNING SYSTEM (UPIPS)

Year 2 Checklist

Done	UPIPS Step	Timeline
	<i>USOE schedules on-site validation visit with Special Education Director</i>	July-August, 2007
	Implement Program Improvement Plan and Corrective Action Plan activities	September, 2007-May, 2008
	<i>USOE conducts on-site validation visit to charter school to validate results of the Self-Assessment Report and summarizes data into a UPIPS final report</i>	
	Share UPIPS report with local School Board and Public	Within 90 Days
	Submit evidence of sharing report to USOE	Within 90 Days
	Revise Program Improvement Plan (PIP) and Corrective Action Plan (CAP), if needed, to reflect additional findings in the report that were not included in Self-Assessment	Within 90 Days
	Submit revised PIP and CAP, if needed	Within 90 Days
	Implement revised PIP and CAP	After receiving report-July, 2008
	Plan CSPD activities to facilitate PIP and CAP	After receiving report-July, 2008
	Begin individual file correction activities for file errors identified during on-site validation visit	After receiving report-July, 2008
	Submit annual progress report on PIP and CAPS completed to USOE	June 30, 2008